

**CITY OF SANTA BARBARA
AIRPORT COMMISSION**

M I N U T E S

CALL TO ORDER

The Special Meeting on Wednesday, June 8, 2011 was called to order at 7:00 p.m. in the Airport Administration Conference Room at 601 Firestone Road, Santa Barbara, CA.

ROLL CALL

Airport Commissioners: **John Clark**
 Chris Colbert
 William Gilbert
 Patricia Griffin
 Kirk Martin
 Bruce Miller
 Scott Tracy

Staff: **Hazel Johns**, Assistant Airport Director
 Tracy Lincoln, Airport Operations Manager
 Rebecca Fibley, Sr. Property Management Specialist
 Mabel Shatavsky, Airport Commission Secretary

PUBLIC COMMENT

1. Speaker: Carl Hopkins. The video recording of comments is available on the City of Santa Barbara's web site <http://www.santabarbaraca.gov/>. Recordings are available for 6-months.

NOTICES

2. That the General Aviation Sub Committee met on Thursday, May 26, at 1:30 pm in the Airport Administration Building, 601 Firestone Road, Santa Barbara, CA.
3. That the Lease Review Sub Committee meeting scheduled for Thursday, June 2 was cancelled.
4. That on Thursday, June 3, 2011 at 6:00 p.m., the Airport Commission Secretary duly posted this agenda on the bulletin board at Airport Administration.
5. That the Regular Airport Commission meeting scheduled for Wednesday, June 15 was cancelled.

ACTION: Presented.

MINUTES

6. SUBJECT: MINUTES

RECOMMENDATION: That Commission waive the reading and approve the minutes of the meeting of Wednesday, May 18, 2011.

ACTION: Motion/Second for approval of the minutes by Commissioners Griffin/Clark.
Unanimous voice vote (Absent: Commissioner Tracy).

CONSENT CALENDAR

LEASE AGREEMENTS (Existing Tenants):

7. SUBJECT: LEASE AGREEMENT – JOHN ROBERT WOOD

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with John Robert Wood, a Sole Proprietor, for 412 square feet of Building 311, at 1407-A Norman Firestone Road, at the Santa Barbara Airport, effective July 1, 2011, for a monthly rental of \$456, exclusive of utilities.

Approved the recommendation; Agreement No. 201140

8. SUBJECT: LEASE AGREEMENT – SPECIFIED LIGHTING AND DESIGN

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Specified Lighting & Design, Inc., a California Corporation, for 732 square feet of office space and 144 square feet of office space, at 629-E Norman Firestone Road, at the Santa Barbara Airport, effective July 1, 2011, for a monthly rental of \$1,171, exclusive of utilities.

Approved the recommendation; Agreement No. 201141

9. SUBJECT: LEASE AGREEMENT – LARRY FALBERG

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Larry Falberg, a Sole Proprietor, for 208 square feet of office space, in Building 312 at 1503-C Cecil Cook Place, at the Santa Barbara Airport, effective July 1, 2011, for a monthly rental of \$371, exclusive of utilities.

Approved the recommendation; Agreement No. 201142

10. SUBJECT: MAY 2011 PROPERTY MANAGEMENT REPORT

RECOMMENDATION: That Airport Commission receive the Airport Property Management Report.

ACTION: Motion/Second for approval of the consent calendar by Commissioners Gilbert/Clark. Unanimous voice vote (Absent: Commissioner Tracy).

LIAISON REPORTS

City of Santa Barbara Liaison Councilmember Frank Hotchkiss

City of Goleta Liaison Councilmember Roger Aceves

ACTION: The Liaisons were not present.

Commissioner Tracy entered the meeting at 7:05 p.m.

ADMINISTRATIVE REPORTS

11. SUBJECT: FY2012 AIRPORT COMMERCIAL/INDUSTRIAL LEASE RATES

RECOMMENDATION: That Airport Commission approve the proposed Fiscal Year 2012 Commercial/Industrial Rental Rates for land and buildings at the Airport, effective July 1, 2011.

ACTION: Motion/Second for approval of the proposed Fiscal Year 2012 Commercial / Industrial Rental Rates by Commissioners Gilbert/Griffin. Unanimous voice vote.

12. SUBJECT: FIXED BASE OPERATOR LEASES

RECOMMENDATION: That Airport Commission recommend approval for the Airport Director to execute, subject to approval as to form by the City Attorney, a three-year lease extension with Signature Flight Support – CA, Inc. and Mercury Air Center – Santa Barbara, Inc., dba Atlantic Aviation, subject to the parties agreement as to terms; allowing the Lessees to continue to develop their businesses during the time period required for adoption of a new Master Plan, environmental review, and preparation of a Request for Proposals for Fixed Base Operators (FBOs), to include new development of General Aviation Facilities.

ACTION: Motion/Second for approval of the lease extensions by Commissioners Griffin/Miller. Unanimous voice vote.

DIRECTOR'S REPORT

13. A. Airport Operations
- Passenger Count
 - Aircraft Operations
 - Air Freight
- B. Programs
1. Air Service
 2. Communications Program
 3. Master Plan RFQ
 4. Property Management
 5. Airline Terminal Public Arts Program
 6. Airline Terminal Grand Opening Events
- C. Capital Projects
1. Airport Terminal Improvement Project

ACTION: Presented

ADJOURNMENT

7:55 p.m., on order of Chair Martin.

Karen Ramsdell, Airport Director

Mabel Shatavsky, Commission Secretary